

Luxulyan Parish Council **DRAFT** Minutes  
Ordinary Meeting, THURSDAY 10 FEBRUARY 2022  
6.00 pm, at Luxulyan Village Hall

**PRESENT:**

Cllr Michael Grindley (Vice-chair), Cllr Keith Bilston, Cllr Helen Francis, Cllr Bob Hatton, Cllr Margaret Higman, Cllr Sarah O'Toole, Cllr Francis Payne, Cllr Carl Tonkin.

Clerk to the Parish, Mrs Christine Wilson, Lockengate Ward Member Cllr Peter Guest, Luxulyan Ward Member Cllr Colin Martin, and four Members of the Public.

**ABSENT:**

Cllr Michaela Linfoot (Chair), Cllr Dan Cordy.

**ABBREVIATIONS:**

Councillors are abbreviated with their initials; Luxulyan Parish Council (LPC), Cornwall Council (CC), Cornwall Assoc. of Local Councils (CALC), Footpath (FP), \*\*\* indicates the Consultee Comments submitted to the Planning Authority; the general points are proposed and decided by LPC; formal submission is delegated to the Clerk.

**NOTE ON NUMBERING:**

The prefix will follow the Municipal Year which begins in May. January-April will carry the 21/ prefix. At the May 2022 meeting the first item on the Agenda will be 22/1.

**MINUTES:**

*The Vice-chair assumed chairmanship of the meeting which began at 6.00 PM.*

*The Chair welcomed all.*

21/121 Apologies

A Apologies were received from ML, DC.

21/122 Declarations of interest or requests for dispensation.

None.

21/123 Public Session

B A member of the public who attended the last meeting asked that the Draft Minute 21/108 from the previous meeting to be changed to reflect his concerns about flooding on the land at Bridges. See Minute 21/125.A

C At the invitation of the Chair, Sarah Kemp and Ian Higman spoke about why they wished to be co-opted to fill the vacant seat on the parish council.

21/124 Co-option of a parish councillor

The council **RESOLVED** by ballot to co-opt Sarah Kemp onto the council. Cllr Kemp will be able to participate fully at the next meeting when she is summoned as a parish councillor.

*A member of the public left the meeting.*

21/125 Meetings and governance

A The council **RESOLVED** (proposed FP, 2nd BH) that these words be removed from Draft Minute 21/108: "might need planning consent" to be replaced with "may pose a flooding risk".

B	The council <b>RESOLVED</b> (proposed FP, 2nd MG) that these words be removed from Draft Minute 21/113.B.iii : “RESOLVED (proposed FP, 2nd ML)” to be replaced by “AGREED”.
C	The council <b>RESOLVED</b> that the minutes, with the two changes listed above, of the meeting held on 13 January 2022 are a true and correct record (proposed KB, 2nd CT) and they were duly signed.
D	The council <b>RESOLVED</b> (proposed MG, 2nd HF) to receive the <i>2022.01.18 EV Charging - Briefing Note</i> about the informational meeting attended by the clerk. Ward Member Martin thought there may be more ‘rapid’ EV charging points in Cornwall than just the two reported in the Notes. The Clerk will send the presentations from the meeting to BH.
E	The council <b>RESOLVED</b> (proposed FP, 2nd HF) to approve the Code of Conduct for the parish councils developed by Cornwall Council and CALC, May 2021. It will be posted on the website under <i>Parish Council Policies</i> .
F	The council <b>RESOLVED</b> (proposed FP, 2nd CT) to ratify the Standing Orders as agreed at the meeting in December (Minute 21/94.B).
G	The council <b>RESOLVED</b> (proposed FP, 2nd KB) to ratify the subscription for the Clerk to the Society of Local Council Clerks (SLCC). Payment was authorised at the last meeting but this annual item was left off the agenda due to clerical error. The SLCC is particularly helpful to the council regarding policy and procedure.
H	The council <b>RESOLVED</b> (proposed BH, 2nd FP) to return to the Institute for its meetings.

21/126 Finance

A	The Audit Panel was unable to complete the Internal Control Check because of absence and another date will be arranged.		
B	The Chair requested a detailed report on the possible Budget overspend as reported in the projected Cash Flow. It was <b>RESOLVED</b> (proposed KB, 2nd HF) to receive the Clerk’s reports, Bank Reconciliation, Budget Comparison and Cash Flow to the end of January 2022, as a correct record. ACTION: Clerk		
C	It was reported that the pads of the Gunwen defibrillator were out of date and needed to be renewed. The council <b>RESOLVED</b> (proposed FP, 2nd KB) to continue to provide consumables for the Gunwen Defibrillator for the foreseeable future. The clerk expected an invoice for new pads before the meeting, which hasn’t arrived yet. She will chase. ACTION: Clerk		
D	The council <b>AUTHORISED</b> payments for February 2022 totalling £2,679.27 (proposed HF, 2nd CT).		
	<u>Description</u>	<u>Amount with VAT</u>	<u>VAT</u>
	Clerk's salary and expenses	£1018.65	-
	HMRC payment	109.69	-
	Clerk's Pension	38.92	-
	Playground inspections	60.00	-
	Public Convenience Cleaning Jan22	269.28	44.88
	Public Conveniences, electricity	14.29	0.67
	Granite Towers postage	37.44	-
	Gritting Rock Salt	81.00	13.50
	Replacing fence, SW side of playing field	1,050.00	-

## 21/127 Reports

A Report on Actions.
i. A site visit was planned at the land at Bridges but it is yet to be arranged. See Minute 21/129.A.i
ii. The meeting at the Public Toilets with ML, DC and BH to look at renovating the Gents first and then the other toilets has not yet been arranged.
B Chair's report. None this month.
<p>C Cornwall Councillor Peter Guest's report to the Parish (Lockengate Ward)</p> <ul style="list-style-type: none"> <li>• Next week on the 22nd February the annual budget will be debated and voted on at Full Council. It's no secret that times are hard and cuts have to be made. A lot of hard work has gone into setting it, we have to deliver a balanced budget by law, there will be a lot of wailing and gnashing of teeth by the opposition, but, they haven't been able to come up with a viable alternative. I will be voting for the budget plan. The main headline for residents will be a 1.99% increase in Council Tax, plus a 1% precept for Adult Social care. This equates to 96p a week extra for a Band D property.</li> <li>• The new C.L.O. network will consist of 11.5 [1 part time] Officers as opposed to 18.5, this will inevitably impact on the levels of support we currently enjoy, but, I promise to step up to the plate and help and assist where I can.</li> <li>• As a member of the Children's and Families committee, I was responsible for scrutinising that part of the budget and I'm confident that we can continue to deliver the services in order to give children the best start in life, which is our mission statement.</li> <li>• You will remember me talking about the work we did with the young people of Cornwall, giving them an insight into the workings of local Government and listening to their ideas and aspirations for a prosperous County. A film has now been made: <a href="#">Annual Conversation Film</a></li> <li>• The main focus of my work over the last month and for the foreseeable future [apart from Residents casework, which will always take priority] is to develop work based skills training. I'm working closely with the Adult Education Board of Cornwall, local enterprise partnerships, various Government agencies and other bodies. The aspiration is to offer and deliver training to better peoples employability and career prospects, be they unemployed or want to either change their trade or advance within their chosen area.</li> <li>• I'm aware of the concerns regarding the work being carried out at 'The Bridges' I have spoken to Mark Allott of the STARR project and arranged a meeting with Martin Clemo who is the Flood risk Manager for Cornwall Council, after I have spoken to Martin, I will send a written report to the Clerk for circulating.</li> <li>• With regard to Beswetherick Fields, we are currently awaiting legal advice and expect more news in the next 2 weeks. I will liaise with Colin on this matter in order to ensure that we have all our ducks in a row and nothing falls between the gaps.</li> <li>• I will be visiting and talking to the residents in Lockengate regarding the maintenance of their private road, again, I will write to the Clerk with my findings.</li> <li>• The next round of Highways schemes is coming around, I am still planning on a day out with our Chair and Rachel Tatlow from the Highways department to identify potential projects. 2 immediately spring to mind, the stretch of road at Reperry Junction/ Penmount Grange which has seen a couple of serious accidents recently [again I will be visiting and talking to the concerned residents about this] and the bus shelter at Lockengate. Helen has kindly agreed to carry out some market research on this topic and</li> </ul>

her findings will be factored into any decision made.  
Peter. 07947 826627

- D Cornwall Councillor Colin Martin's (CM) report to the Parish (Luxulyan Ward)  
Cllr Martin was grateful for Peter's help with the Beswetherick Field situation as CM has been concentrating on the Luxulyan Valley Partnership restructuring.
- The LVP is reorganising its Terms of Reference. In future the LVP is looking to focus on the whole valley rather than just the CC owned part of it. It should have better connections with partner organisations so that activities can be better coordinated.
  - The next LVP organisational meeting is 9 March at the Institute.
  - CM had a meeting with the case officer and senior officer about the planning application PA21/03156 at Atwell. They are waiting to hear back from the applicants about possible adjustments.
  - CM is in conversation with the case officer regarding PA21/08493 Proposed Erection of 4no. Holiday Lodges.
  - CM has scrutinised the CC budget and has strong reservations about the 'Financial Sustainability Reserve' of a few million pounds because there is no explanation of its use.

21/128 Considerations

- A HF reported that the Lockengate notice board would fit easily onto the back wall of the newly repainted bus shelter. The council **RESOLVED** (proposed HL, 2nd BH) to ask A&A to uninstall and repair, if possible, the notice board at Lockengate, and then refix it in the Lockengate bus shelter. If it can't be fixed a similar one will be ordered.  
ACTION: Clerk
- B The council **RESOLVED** (proposed MG, 2nd BH) that HL would take a quick 'market survey' of the children at Lockengate waiting for the bus on the west side of the A391 to see whether they would appreciate a shelter or just a plinth to get them out of the damp grass and mud.
- C The council **RESOLVED** (proposed CT, 2nd FP) to accept the 2022-23 Local Maintenance Partnership grant from CC for maintenance of the footpaths in the parish.
- D FP reported that the holes drilled in the grit bin at Atwell were allowing the water to drain out of it – even though the bin is broken, and water will regularly get in. He also reported that the grit is still usable. It is about half full. There was no proposal to purchase a new grit bin for Atwell at the moment, but the council will monitor it.
- E The council **RESOLVED** (proposed BH, 2nd CT) to sell any left-over Souvenir Jubilee Mugs at £6.00 each, which is a few pence over cost. It was agreed that the council didn't need to make any money from the sale but needed to cover its costs. There are currently no plans to advertise them, but you can let the Clerk know if you would like a mug.

21/129 Planning

- A Planning issues and correspondence. Planning decisions are reported in Clerk's Notes and on the website.
- i. Land north of Rosemullion Bungalow, Bridges, Luxulyan. The new gate and container were noted. Ward Member Guest will be meeting with Martin Clemo, Flood and Coastal Asset Manager at Cornwall Council, about the modifications near the river. Cllr Guest will report back to LPC.  
ACTION: Cllr Guest

	ii. Beswetherick update. Nothing to report. CC promises an update from the legal team in 2-3 weeks.
B	Applications for consultee comments and Pre-applications for comments submitted to the case officer.
	<p>i. <b>PA21/12099   Annex to existing property to provide an additional bedroom and living space for ancillary accommodation.   1 St Sulien Luxulyan PL30 5EB.</b>            The council looked at the new drawings for this application and noted the smaller subservient character of the annex. The council <b>RESOLVED</b> (proposed KB, 2nd BH) to submit the following consultee comments:            *** Luxulyan Parish Council has NO OBJECTION to this development.</p>
	<p>ii. <b>PA22/00047   Retention and conversion of outbuilding with glass link   Penti-Crows Luxulyan PL30 5DP.</b>            The council looked at the plans and had concerns about fire escapes. The council <b>DEFERRED</b> its comments until this was clarified.</p>

21/130 Highways & Flooding

A	EDG1876_06. The consultation just ended but the Highways Manager is willing to receive LPC's comments after this meeting. The council considered at length the impact of the proposed double yellow lines in Churchtown and <b>RESOLVED</b> (proposed KB, 2nd FP) to request the removal of the proposal from the Highway Scheme.
B	<p>Highway Scheme 2022/2025. After discussion the council <b>RESOLVED</b> (proposed MG, 2nd CT) to send in three Expressions of Interest in order of priority:</p> <ol style="list-style-type: none"> <li>1) Drop curbs around Luxulyan village. FP and the newly co-opted Cllr Kemp will send the information to the clerk about exactly where the drop curbs would be useful.</li> <li>2) Eden traffic signs for "outbound traffic" so that visitors did not end up in the parish's narrow lanes.</li> <li>3) Signs indicating pedestrian in the roadway on either side of the shop &amp; church.</li> </ol>
C	<p>Lockengate potholed lane. Two parishioners living on a very potholed lane contacted the parish council for help to grade the lane and put down hardcore. Ward Member Guest will be visiting soon and will report back to LPC.</p> <p>ACTION: Cllr Guest</p>

21/131 Assets – reports and maintenance

A	Playing Field. Playing Field inspections for month were received and <b>NOTED</b> . Nothing to report.
B	Cemetery. Nothing to report.
C	Footpaths
	<p>i. Photos of the broken Saints' Way boardwalk, FP 408/13, were shown. The clerk reported that this has been reported to CC by a parishioner, but it is in such a terrible state, the clerk will send in a couple photos of the worst part.            ACTION: Clerk</p>
	<p>ii. A parishioner at Lockengate reported a dilapidated fallen gate at the entrance to FP 408/5/3. The hedges are quite overgrown as well. Cllr Guest will investigate when he visits the parishioners about their road. It might be possible to find the landowner and ask them to repair the gate and maintain the hedges to keep the footpath clear.            ACTION: Cllr Guest</p>

- D Luxulyan Memorial Institute. They are applying for a second Covid grant, the Omicron grant, worth £2667. Now that restrictions are easing, the Institute needs to find paying customers for rental of the rooms. Also, snooker membership is quite low. Hopefully this will improve in the spring and summer. The coffee mornings are popular.
- E Village Toilets. Nothing to report.

21/132 Parish Matters – reports

- A Luxulyan Parish Community Fund. There has been a complaint that the webpage for the Fund on LPC’s website is not up to date. When the clerk receives the information it can be updated.  
ACTION: Clerk
- B Luxulyan Valley Partnership. See Cllr Martin’s report at Minute 21/127.D
- C Village Hall Committee. Nothing to report.

21/133 Correspondence & Invitations

The Eden Geothermal Group meeting will be held online via Zoom, Wed, 16 March at 6.30 pm. MG attends but if another councillor would like to attend they may. No one volunteered at this time.

21/134 Business for the next meeting

To consider an EV charging point for Luxulyan village.

21/135 Second Public Session for feedback from the public

None.

21/136 Dates of next meetings.

- A Ordinary Meeting Thurs, 10 March, 6.00 pm at the Luxulyan Memorial Institute.
- B An extraordinary meeting may be called by the Chair if needed for planning or other business. An agenda would be posted 3 clear days before.

*The meeting closed at 9.05 pm and the Chair thanked everyone for attending.  
Mrs C Wilson ~ Parish Clerk ~ 17 February 2022*

**SIGNED:**

**THESE ARE DRAFT MINUTES.**

Chair: \_\_\_\_\_ Date: \_\_\_\_\_